

Contract no LW-473

SAPC 21473
COPY 1 OF 3

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UNDECLASSIFIED

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Dan: AUTH: HR 70-2

DATE: *09/11/81* REVIEWER: 010956

November 15, 1957

STATINTL

copy to

We are pleased to submit our formal proposal for support of equipment we supplied under separate contracts. We propose to furnish top-level technical support primarily on the "B" and "C" Configurations, but it is our intent to support all equipment we have delivered.

As we discussed during my recent visit to your office, a Time and Materials contract appears to be the appropriate contractual instrument. It is with this in mind that we request the following terms and conditions be incorporated therein.

1. Establish Labor Categories and rates as follows:

CategoryRate Per DayRate Per Hour

Engineer A

Engineer B

Engineer C

Engineer D

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✓ 2. Time, including travel time, will be reimbursed at the daily rate, except that hours worked in excess of 40 hours in any one calendar week will be reimbursed at the hourly rate.

✓ 3. Travel, including local travel, will be reimbursed at actual cost.

✓ 4. Subsistence will be reimbursed at reasonable actual not to exceed ☐ per day.

✓ 5. Period of performance shall be from November 25, 1957, to June 30, 1958.

6. A brief report will be submitted monthly, summarizing each employee's activity for the month on the contract.

✓ 7. Provisions for reimbursement of a bonus of ☐ of an employee's basic salary when he is on Temporary Duty more than 30 consecutive days.

We realize that the contract will have to set forth a maximum amount of funds that can be expended without amending the contract. We recommend that this amount be ☐ Attached is a schedule of employees by name, indicating the amount of time and travel we currently plan for this contract, which caused us to recommend the above amount. I think we all realize that the attached schedule is for planning and estimating purposes only and is subject to change if conditions warrant. In estimating the amount needed for this program, we used subsistence at ☐ per day. This, we know, is maximum and will attempt to

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spend less. Advantage will be taken of any reduction in costs we can get, such as monthly rental of rooms.

I hope this is sufficient information for you to write the contract, but if you need additional information or have any questions, please give me a call.

A handwritten signature in cursive script, appearing to read 'Ennis', written in dark ink.

Ennis

EBW:PAM

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